

Director of Advocacy & Policy

Women Creating Change (WCC)

Location: New York City (Hybrid)

Salary: \$100,000–\$110,000

Women Creating Change (WCC) is a nonprofit, nonpartisan organization advancing gender equity and strengthening the future of New York City. We empower women and gender-expansive people to lead change, shape policy, and build more equitable systems citywide.

About the Role

The Director of Advocacy & Policy is a seasoned and highly respected public policy leader who shapes and drives WCC's advocacy, policy and government relations strategy. The director leads the development and execution of WCC's policy agenda across our core issue pillars—economic justice, health & reproductive justice, civic engagement, safety, education, and environmental justice. The Director builds high-impact relationships with coalition partners and government stakeholders, advances WCC's advocacy priorities, and represents the organization publicly as a trusted thought leader. Reporting to the Senior Vice President of Programs & Partnerships, the Director plays a key role in driving systems change for women across NYC.

Key Responsibilities

- Develop and implement a policy and advocacy strategy grounded in community needs.
- Build and strengthen relationships with city, state, and national coalitions, elected officials, and policy partners.
- Identify key priorities and spearhead WCC's advocacy efforts, including attending lobby days, engaging with coalitions, and advancing WCC's legislative and budget priorities.
- Represent WCC on policy campaigns, coalitions, committees, and at key events and conferences.
- Drive policy development and analysis on city, state and federal issues impacting women and gender expansive individuals, seeing ahead of the curve to anticipate impact.
- Lead the development of policy briefs, testimony, and advocacy materials, and represent or prepare WCC staff for legislative testimonies related to the organization's priority issues and policy areas.

- Host roundtables with community leaders to surface priorities and co-create policy solutions.
- Serve as a public voice for WCC through speaking engagements, op-eds, press conferences, and social media.
- Shape content and curate speakers for the annual *State of Women in NYC* conference and quarterly issue-focused symposiums.
- Collaborate with the Senior Vice President of Programs & Partnerships to connect WCC's leadership cohort participants with campaigns, coalitions, and organizers aligned with their interests.
- Serve as a guest expert in WCC's civic leadership cohorts, provide coaching to participants, and consult on cohort content as needed.

Qualifications

- 8+ years in policy, advocacy, government affairs, or related experience.
- Strong understanding of the NYC and New York State policy landscape.
- Excellent writing and communication, and skills.
- Proven ability to build and maintain partnerships across sectors and communities.
- Deep commitment to racial, gender, and economic justice.

Skills & Competencies

- Strategic thinker with strong policy instincts.
- Skilled relationship-builder and collaborator.
- Exceptional writer and communicator.
- Equity-driven and community-centered.
- Strong project management and organizational skills.
- Confident public speaker and thought leader.

Compensation & Work Environment

- Salary range: \$100,000–\$110,000, commensurate with experience
- Hybrid NYC role (2–3 days/week in office)
- Comprehensive benefits, 401(k), PTO, professional development

APPLICATION PROCESS

To apply, please email your cover letter (describing your commitment to the mission and your experience guiding communication and development strategies for nonprofit organizations) and

resume to Attn: Director of Policy and Advocacy at employment@wccny.org. No calls please. You will only be contacted if we are interested in pursuing your candidacy. Applications will be considered on a rolling basis.